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SERIES I No. 39

OFFICIAL GAZETTE

GOVERNMENT OF GOA

PUBLISHED BY AUTHORITY

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GOVERNMENT OF GOA

Department of Archives

Notification

5/135/PRA/2019-20/PUB-DA-1269

The following draft Rules which the Government of Goa proposes to make in exercise of the powers conferred by section 17 of the Goa Public Records Act, 2023 (Goa Act 39 of 2023), are hereby pre-published as required by sub-section (*1*) of Section (*17*) of the said Act for information of all persons likely to be affected thereby and notice is hereby given that the said draft Rules will be taken into consideration by the Government after expiry of a period of 30 days from the date of publication of this Notification in the Official Gazette.

All objections and/or suggestions to the said draft Rules may be forwarded to the Director of Department of Archives before the expiry of the said period of 30 days so that they may be taken into consideration at the time of finalization of the said draft Rules.

By order and in the name of the Governor of Goa.

Rohit A. Kadam, Director of Archives and ex officio Joint Secretary.

Ribandar, 22nd November, 2024.

DRAFT RULES

In exercise of the powers conferred by Section 17 of the Goa Public Records Act, 2023 (Goa Act 39 of 2023) and all other powers enabling it in this behalf, the Government of Goa hereby makes the following rules, namely:—

1. *Short title and commencement.*— (*1*) These rules may be called the Goa Public Records Rules, 2024.

(*2*) They shall come into force on the date of their final publication in the Official Gazette.

2. *Definitions*.— (*1*) In these rules, unless the context otherwise requires,—

(*a*) "Act" means the Goa Public Records Act, 2023 (Goa Act 39 of 2023);

(*b*) "Appraisal" means the evaluation of public records in association with the Department of Archives.

(*c*) "classified records" means the files/ /registers relating to the public records classified as top-secret, secret, confidential and restricted in accordance with the procedure laid down in the Manual of Departmental Security Instructions circulated by the Ministry of Home Affairs from time to time;

(*d*) "defunct body" means a corporate or non-corporate body which has been wound up with no successor to carry on its functions;

(*e*) "file" means a collection of papers relating to the public records on a specific subject-matter consisting of correspondence, notes and appendix thereto and assigned with a file number;

(*f*) "form" means the form appended to these rules;

(*g*) "private records" means records lying in the possession of a private individual or with any non-governmental organisation;

(*h*) "recording" means the process of closing a file after action on all issues considered thereon has been completed;

(*i*) "records of permanent nature" means the public records being maintained after recording for a period specified, under sub--rule (*1*) of rule 3 by the records creating agency in accordance with the procedure laid in its Manual of Office Procedure or Instructions on the subject;

(*j*) "records retention Schedule" means a Schedule which provides the period of retention of records;

(*k*) "review" means periodical evaluation of recorded files/registers on the expiry of the period of retention for determining their further retention or destruction, as the case may be;

(*l*) "section" means the section of the Act;

(*m*) "Standing guard file" means a compilation of papers on a particular subject-matter consisting of copies of policy decision, orders, instructions or any other matter incidental thereto arranged in a chronological order;

(*2*) Words and expressions used herein and not defined but defined in the Act shall have the meanings respectively assigned to them in the Act.

3. *Acceptance of public records of permanent nature*.— (*1*) The Director, shall accept for deposit and preservation the public records of permanent nature which have been retained after recording by the Records creating agency in its records room for a period of twenty-five years.

(*2*) The Records officer shall intimate to the Director, before the 31st day of January of every year, in Form 1 hereto, the particulars of all public records of permanent nature which are due for appraisal during the year.

(*3*) On receipt of intimation under sub-rule (*2*), the Director, through his officers, shall assist the Records officer in conducting the appraisal of public records. When the appraisal is over, the Records officer shall prepare, in triplicate, a transfer list in Form 2 hereto of all public records and deposit the same for preservation with the Director, who shall after his satisfaction, return one copy of the transfer list to the Records officer as a receipt of the public records.

(*4*) Record creating agency shall submit the records in original along with digital copies of the same to the Director.

(*5*) If the Records officer, after appraisal, deems it necessary to retain any record or file of permanent nature beyond the period

of twenty-five years, he may do so for reasons to be recorded in writing and under intimation to Director.

4. *Withdrawal of Public Records*.— (*1*) If any public record deposited and preserved with the Director, is required by the Records creating agency for any official purpose, then the Records officer shall send a duly signed and stamped requisition slip in Form 3 hereto to the Director: Provided that the public records shall not be given to the Records creating agency, unless there is a genuine reason to seek access to such public records. In case of failure to satisfy the Director about the genuineness of the need for access to such public records, the requisition shall be rejected.

(*2*) The public records requisitioned under sub-rule (*1*) if given, it shall be returned as soon as the purpose is achieved but shall not be retained beyond the period of six months by the Records creating agency.

5. *Downgrading of classified records*.— (*1*) The Records creating agency shall by an order published in the Official Gazette authorise an officer not below the rank of the Junior Scale Officer to the Government of Goa, to evaluate and downgrade the classified records which are being maintained by it and a copy of such order shall be forwarded to the Director.

(*2*) The officer so authorised under sub--rule (*1*) shall evaluate the classified records, once in every year, for the purpose of downgrading.

(*3*) After downgrading, if the officer declares any records as of permanent nature, the same shall be deposited and preserved with the Director, after its appraisal.

(*4*) Every year, in the last week of June and December, a half-yearly statement in Form 4 hereto shall be furnished by the officer authorised under sub-rule (*1*) to the Director, on the action taken for evaluation and downgrading the classified records.

6. *Submission of annual report*.— (*1*) The Records officer shall furnish to the Director, an annual report of every year in Form 5 hereto, in the month of March of the following year.

(*2*) The Director shall, thereafter, submit a report to the Government, in Form 6 hereto, every year on the action taken by the Records officer in pursuance of the provisions of clauses (*a*) to (*l*) of sub-section (*1*) of section 6.

7. *Destruction of public records*.— (*1*) No public record shall be destroyed without being recorded and reviewed every year, in the month of January. Each records creating agency shall as per the records retention Schedule record all those files on which action has been completed. This work shall be accomplished in consultation with the concerned Records officer.

(*2*) No public record which is more than twenty-five years old shall be destroyed by any Records creating agency unless it is appraised.

(*3*) A list of all such public records which are proposed to be destroyed shall be prepared by the Record creating agency in Form 7 hereto and retained permanently for future reference.

(*4*) The Records officer shall furnish a half yearly report in Form 8 hereto on recording, indexing, reviewing and weeding of records to the Director.

(*5*) Records shall be destroyed by shredding in the presence of Records Officer.

8. *Access to private records*.— (*1*) The records received from private sources by way of gift or purchase or otherwise shall be made available to a bonafide research scholar subject to following condition:

(*i*) no access to the private records shall be given to any person who is not connected to the matter with regard to which the information is being sought by such person, except to a bonafide research scholar.

(*ii*) the research scholar shall submit an application in Form 9 hereto to the Director to seek permission for access to records. The Director may refuse such permission

in public interest on the said application by recording the reasons in writing.

(*iii*) wherever microfilm rolls or digital images are available, the access to original records shall not be made available to research scholars. No physical access to original records shall be allowed. In exceptional cases, reasons for which access to be given to the satisfaction of the Director, it may be permitted to access records which shall be duly recorded.

(*iv*) Any Foreign national who is a bonafide research scholar intending the access to the records may be permitted only on the production of letters of introduction from their sponsoring institution or diplomatic mission;

(*v*) A bonafide research scholar consulting private records for the purpose of research and publishes the work which is based upon the material taken from the said records shall acknowledge the same.

9. *Access to public records*.— (*1*) The public records accepted for deposit and preservation under sub-rule (*1*) of rule 3 may be made available for consultation purposes subject to the following conditions, namely:—

(*i*) access to the public records shall be limited only to owner of property or his legal heirs, and in case of Birth or Death records, is to the person or legal heirs of that person to whom the record is related to, unless there is a genuine reason to seek access to such public records. In case of failure to satisfy the Director of about the genuineness of the need for access to such public records, the application shall be rejected.

(*ii*) any person who seeks access to the public records shall apply to the Director for permission in Form 10 hereto. The Director may refuse such permission in public interest and for reasons to be recorded in writing;

(*iii*) if microfilm rolls or digital images of public records are available, the access to original records shall not be made available to public. In exceptional cases, reasons for which access to be given to the satisfaction of the Director, he may be permitted to access these records which shall be duly recorded.

(*iv*) reprographic and transcription facilities may be made available on submission of an application in Form 11, Form 12, Form 13 and/or Form 15 hereto, and on payment of such charges specified in the table below:

Sr. No	Type of the Services	Charges in rupees	Time limit in working days
1	2	3	4
1.	Search charges per book/Register/files/Checklists/ /Index Registers	₹ 50/-	Same day
2.	Scanned certified copy of the documents per travel Records/Captain of Ports/Baptism/Extract of Birth, Death & Marriage per page	₹ 100/-	Three working days
3.	Notary deed/Land Registration per page	₹ 100/-	Five working days
4.	Court files/Comunidade records/bulky documents etc. per page	₹ 100/-	Fifteen working days
5.	Tatkaal Service for Scanned certified copy of the documents per travel Records/Captain of Ports/ /Baptism/Extract of Birth, Death & Marriage per page	₹ 200/-	One day

(*v*) No access shall be allowed to public for documents relating to the security and defence of the country;

(2) Any person who has been granted permission for access to the public records shall not,

(*a*) write and put any marks or indications on public records;

(*b*) fold, tear, cut, crease or otherwise damage or mutilate public records;

(*c*) remove any public records from the premises of Department of Archives.

(*d*) be allowed to take any eatable or drinking products or smoke while consulting public records;

(*e*) place anything or object on any public records with a view to make out any copy of the said records;

(*f*) disturb or interrupt any other person while consulting the public records;

(*g*) behave in a manner which, in the opinion of the Director, is detrimental to the maintenance and preservation of public records.

(*h*) photograph or videograph any of public record;

(*i*) use mobile phones inside the General Servicing Area of Department of Archives.

10. *Allowances to the members of the Board*.— The non-official members of the Board shall draw travelling allowance and daily allowance for attending the meetings of the Board as admissible to Group "A" officers of the Government.

———

"FORM 1"

(*See* sub-rule (*2*) of rule 3)

Particulars of records of permanent nature due for appraisal during the year _____

Total number of files 'A & "B' categories lying rooms of the records creating agencies	Total number of files 'A & "B' Categories transferred to records rooms by the Sections during the period under report	Total No. of files referred to under columns 1 and 2	Total No. of files due for appraisal	Remarks if any
(1)	(2)	(3)	(4)	(5)

———

"FORM 2"

(*See* sub-rule (*3*) of rule 3)

Transfer List

Name of the records creating agency i.e. Ministry/

Department/Office/Public Undertakings etc:

Name and particulars of the records officer:

Name of the Branch/Section

Year.

S. No.	File No.	Subject-matter of the file	Total No. of pages	Conduct of records	Remarks if any
(1)	(2)	(3)	(4)	(5)	(6)

———

"FORM 3"

(*See* sub-rule (*1*) of rule 4)

Requisition Slip

Name of the Department _____

Particulars of records Book/File/Inventory/

Signature and Name of the Records Creating Agency

Stamp

Signature and Name of the Records Officer

Stamp

Time:

Date:

———

"FORM 4"

(*See* sub-rule (*4*) of rule 5)

(Half yearly Statement on periodical review of classified records)

Total No. of classified records lying at present in the organisation	No. of classified records due for reviewing	No. of files reviewed and downgrades during the period under report	Remarks

———

"FORM 5"

(*See* sub-rule (*1*) of rule 6)

Annual Report

1. A. Setting up organised Department Records Room— Whether your organisation has set up an organised Records Room, and if so; is the space sufficient?

B. Nomination of Records Officers.— Whether your organization has nominated an officer as Departmental Records Officer, and if not so; give reasons?

C. Training of Records Officer and Staff:—

(*i*) Whether Departmental Records Officer has received training in Records Management?

(*ii*) Whether the junior staff working in the Departmental Records Room are trained in various aspects of Records Management?

(*iii*) If not, are you willing to avail training facilities of Department of Archives?

D. Sharing of space for housing semi-current records with Department of Archives:—

(*i*) Whether your organization is willing to share space with Department of Archives?

(*ii*) If yes, please state the bulk of records proposed to be transferred.

2. Periodical recording, reviewing and weeding out of a semi-current records:

(*i*) Whether your organization has taken steps for recording, reviewing and weeding out of ephemeral records?

(*ii*) Indicate the total number of records recorded, reviewed and weeded out during the period under report.

3. Appraisal of Non-Current records:—

(*i*) Whether your organization has initiated action to get non-current records appraised in consultation with Department of Archives?

(*ii*) State the total bulk of records awaiting appraisal.

4. Compilation/Revision of Retention Schedule of Records:—

(*i*) Whether your organisation has compiled Record Retention Schedule of substantive functions in consultation with Department of Archives and if not what action do you propose to take?

(*ii*) Has your organization taken steps to revise the above schedule after five years?

5. Periodical review of classified records:—

(*i*) Whether your organisation has declassified the classified records during the period under report?

(*ii*) If not, state reasons?

6. Compilation of Annual Indices to Records:

(*i*) Whether your organization has compiled annual indices?

(*ii*) State inclusive years with the name of the series?

7. Compilation of Organisational history:

Has your organisation compiled organisational history reflecting various functions along with the date of their creation and if so furnish a copy to Department of Archives?

8. Records of defunct bodies:—

(*i*) Whether your organization has got records of defunct bodies, give details?

(*ii*) If yes, what action have you initiated for their transfer to Department of Archives?

———

"FORM 6"

[*See* sub-rule (*6*) (*2*)]

Annual Report

1. A. Setting uporganised Department Records Room-Details of number of Records Room Set up in the State of Goa?

B. Nomination of Records Officers.— Details of Records Creating agencies who have appointed Records officers and details of the Records Creating agencies who have not appointed Records officers including reasons thereof.

C. Training of Records Officer and Staff:—

(*i*) Details of Records Officer received training in Records Management.

(*ii*) Details of the junior staff working in the Departmental Records Room are trained in various aspects of Records Management.

(*iii*) Details of Records creating agencies willing to avail training facilities of Department of Archives for their records officers and subordinate staff.

D. Sharing of space for housing semi-current records with Department of Archives:—

(*i*) Details of organizations that are willing to share space with Department of Archives

2. Periodical recording, reviewing and weeding out of a semi-current records:—

(*i*) Details of organization that has taken steps for recording, reviewing and weeding out of ephemeral records.

(*ii*) Details of total number of records recorded, reviewed and weeded out during the period under report.

3. Appraisal of Non-Current records:—

(*i*) Details of organization has initiated action to get non-current records appraised in consultation with Department of Archives.

(*ii*) Details of the total bulk of records awaiting appraisal.

4. Compilation/Revision of Retention Schedule of Records:—

(*i*) Details of organization has compiled Record Retention Schedule of substantive functions in consultation with Department of Archives.

(*ii*) Details of organization that has taken steps to revise the above schedule after five years.

5. Periodical review of classified records:—

(*i*) Details of organization that has declassified the classified records during the period under report.

6. Compilation of Annual Indices to Records:—

(*i*) Details of organization that compiled annual indices.

(*ii*) Details of inclusive years with the name of the series?

7. Compilation of Organisational history:—

Details of organization compiled organizational history reflecting various functions along with the date of their creation.

8. Records of defunct bodies:—

(*i*) Details of organization has got records of defunct bodies.

(*ii*) Details that are initiated for their transfer to Department of Archives.

———

"FORM 7"

(*See* sub-rule (*3*) of rule 7)

Particulars of records destroyed during the year .....

Sl. No.	File Nos.	Subject of the files	Remarks

"FORM 8"

(*See* sub-rule (*4*) of rule 7)

Half yearly report on recording, indexing, reviewing and weeding

of records during the half year ending .....

S. No.	Total number of files recorded	Total number of files indexed	Total number of files reviewed	Total number of files weeded out, if any	Remarks
(1)	(2)	(3)	(4)	(5)	(6)

———

"FORM 9"

(*See* rule 8)

(Application form for Research Scholar for permission to access records)

Application for admission to the Research Room of Department of Archives, Goa

Instructions to be read by the students/research Scholars:-

- Fill up the Application form and enclose a copy of your ID and the letter of recommendation from your institution.
- Refer too 'Roteiro' A guide to Archives for your references.
- Use the requisition slips to request Archival records. Incomplete requisition slips will be kept pending
- Handle records with utmost care.
- Use of Mobile phones and Photography is strictly prohibited in the research room. Any inappropriate behavior or practices will not be entertained whatsoever.
- Only 60% of the total Archival volume of a historical record can be applied.
- Payments per image will be charged Rs. 25/- for Indian scholars and Rs. 40/- for Foreign scholars.
- The timings of the Research room are from 9:45 a.m. to 12:45 p.m. (Morning session) and 2:15 p.m. to 4:45 p.m. (Afternoon session).

To,
The Director, Department of Archives,
Alcon House,
Ribandar-Goa.

Sir,

I request you to kindly allow me to use the research room and refer to the historical records of the Department of Archives, Goa. I promise to comply with the rules and conditions in force there.

1) Name (in block letters) _____

2) Degrees _____

3) Profession _____

4) Nationality _____ Passport No./ID No. _____

5) Permanent Address _____

6) Address, in Goa _____

7) Subject of Research _____

8) Purpose of Research (e.g. for Ph.D. degree etc.) _____

9) Particulars of the records to be consulted _____

Sr. No.	Title of the Record	Period	Remarks
1.			
2.			
3.			

Date: / /

Signature:

To be filled in by the person recommending the application

1) Recommended by (Name in block letters) _____

2) Profession _____

3) Address

Date: / / Signature: _____

.....

.....

- The application should be recommended by the Head of a Research Institute, Professors or Readers of recognized University or a Research Scholar of eminence.

- No recommendation in necessary in case of members of the Indian Historical Records Commission and professors or Readers of recognized Universities.

———

"FORM 10"

(*See* clause (*ii*) of sub-rule (*1*) of rule 9)

Application for permission to access Public Records

Instructions to the applicants:

1. Fill in the Application form and enclose a copy of the Photo identity card issued by the Government.

2. The Public Records shall be limited only to the owner of property and/or his/her legal heirs, and to bonafide research scholars. And in case of birth or death records, it's to the person or the legal heirs of that person to whom the record is related to, as applicable.

3. Access to records shall not be given to any person who is not connected to the matter, unless there is a genuine reason to seek access to such public record. In case of failure to satisfy the authority i.e. Director, about the genuineness of the need for access to such public records, the application shall be liable to be rejected.

4. Use the Requisition Slip to request for Public Records. Incomplete form/Requisition slips shall be rejected.

5. Use of Mobile phones and photography is strictly prohibited in the Record Servicing area.

6. Payments per page as decided by the Government from time to time.

7. The timings for the searching and application in the Record servicing area are from 9:45 a.m. to 12:45 p.m. and 2:15 p.m. to 4:45 p.m.

I hereby declare that I shall adhere to these instructions and are acceptable to the undersigned.

Signature:

Name:

Date:

Contact Number:

To,

The Director, Department of Archives,

Alcon House, Ribandar-Goa.

Sir/Madam,

I request you to kindly allow me to consult the below mentioned Public Records from the Department of Archives, Goa for _____ purpose. The undersigned declares that, I am the legal heir/authorized legal representative/Power of attorney holder/by virtue of sale deed connected to the documents in the below mentioned record volumes/books/files.

I promise to comply with the rules and conditions in force there. Below mentioned are my Details:

1. Name (In block letters):

2. Postal Address:

3. Contact Number:

4. Photo Identity Proof Number (copy attached):

5. Reasons for consulting these records:

6. Documentary evidence of any relation with the documents (attach copy):

7. Particulars of the Records:

Sr. No	Particulars of the Public Records	Remarks

Date:

Signature: _____

Name: _____

FOR OFFICE USE

I hereby accept the application for requisition for consultation of Public Records as per the reasons mentioned by applicant.

OR

I hereby reject the application due to _____

———

"FORM 11"

(*See* clause (*iv*) of sub-rule (*1*) of rule 9)

Application for request for Certified Photocopy of Inventory Files and other Miscellaneous Files

To,

The Director,

Directorate of Archives,

Alcon House, Ribandar-Goa.

Sub.: Request for certified photocopy.

Sir,

I, the undersigned hereby request you kindly to issue me certified photocopies (in big size/small size) of the folios No. .....
.....
..... of the Orph. Invt./Civil/T.M.T./File No. ..... year .....
office ..... (.....) Instituted in the Court of .....
upon the death of being one of the parties .....

I am interested in the above document(s) (State in what way you are connected) .....
.....

The said document/s is required for .....

The necessary fees are being paid in advance.

Yours faithfully,

(Name of the applicant)

Address: _____

Contact No.: _____

Copy of the Photo Identity Card bearing No. ..... is enclosed herewith

———

"FORM 12"

(*See* clause (*iv*) of sub-rule (*1*) of rule 9)

Application for request for Certified Photocopy of Notary Records

To,

The Director,

Directorate of Archives,

Alcon House, Ribandar-Goa.

Sub.: Request for certified photocopy.

Sir,

I, the undersigned hereby request you kindly to issue me certified photocopied document (in big size/small size) of the Notary deed/will, dated ..... drawn up by the Notary of .....

at folios No. .... of the book No. .....

Being one of the parties .....

I am interested in the above document(s) (state in what way you are connected) ....

The said document/s is required for .....

The necessary fees are being paid in advance.

Yours faithfully,

(Name of the applicant)

Address: _____

Contact No.: _____

Copy of the Photo Identity Card bearing No. ..... is enclosed herewith

———

"FORM 13"

(*See* clause (*iv*) of sub-rule (*1*) of rule 9)

Application for request for Certified Photocopy of Land Registration documents

To,
The Director,
Directorate of Archives,
Alcon House, Ribandar-Goa.

Sub.: Request for certified photocopy.

Sir,

I, the undersigned hereby request you kindly to issue me certified photocopied document (in big size/ small size) of the Description/Inscription of Land Registration under No. ..... Folios No. ..... of the book No. ..... of the comarca of .....

I am interested in the above document(s) (State in what way you are connected) ....

The said document/s is required for .....

The necessary fees are being paid in advance.

Yours faithfully,

(Name of the applicant)

Address: _____

Contact No.: _____

Copy of the Photo Identity Card bearing No. ..... is enclosed herewith

"FORM 14"

[*See* clause (*iv*) of sub-rule (*1*) of rule 9]

Application for request for Certified Photocopy of Birth, Death, Marriage, Baptism and related records

To,
The Director,
Directorate of Archives,
Alcon House, Tiswadi.

Paid Rs. ..... Receipt No. ..... dt. .....

Sub.: Request for certified photocopy of Baptism/Birth/Marriage/Death Certificate of Registration.

Sir,

I, the undersigned hereby requests you kindly to issue me certified photocopy of the Baptism/Birth/ /Marriage/Death Registration of an individual by name .....
Date of Birth ..... registered on ..... under reg. No. .....
folio No. ..... of the record book No. ..... of ..... year.

I am interested in the above documents (state in what way you are connected) .....
.....

The said document/s is required for .....

The necessary fees are being paid in advance.

Yours faithfully,

(Name of the applicant)

Address: _____

Contact No.: _____

Copy of the Photo Identity Card bearing No. ..... is enclosed herewith.

———

"FORM 15"

[*See* clause (*iv*) of sub-rule (*1*) of rule 9]

Application for request for Certified Photocopy of Travel document/Captain of Ports & others

To,
The Director,
Department of Archives,
Alcon House, Ribandar-Goa.

Paid Rs. ..... Receipt No. ..... Dt. .....

Sub.: Request for computer copy of Documents Para Viagem.

Sir/Madam,

Kindly issue computerized copy, the details are as under:—

1. Name: _____

2. Father's name: _____

3. Mother's name: _____

4. Place: _____

5. Registration No.: _____

6. Book No.: _____

7. Registration place: _____

8. Year: _____

I am interested in the above documents (state in what way you are connected) .....
.....

The said document is required for .....

The necessary fees are being paid in advance.

Yours faithfully,

(Name of the applicant)

Address: _____

Contact No.: _____

Copy of the Photo Identity Card bearing No. ..... is enclosed herewith

---

FOR OFFICE USE

Registration No.:

Folios:

Book No.:

Year:

Image No.:

Department of Official Language

Directorate of Official Language

———

Notification

4/19/2016/DOL/Cert. Kon./969

Sanction of the Government is hereby conveyed to authorize "Goa Konkani Akademi" established by Government of Goa under Societies Registration Act, 1860 to be the competent authority for the purpose of issuance of certificate of knowledge of Konkani to a candidate having 15 years valid Residence Certificate issued by Competent Authority.

The above certificate will be valid for recruitment in the Central Government Offices/Courts. Government has not authorized any other agency other then Goa Konkani Akademi to issue certificate of "knowledge of Konkani".

This issues with the approval of Government vide U. O. No. 7257/F dated 16-12-2024.

By order and in the name of the Governor of Goa.

Prashant P. Shirodkar, Director of Official Language and ex officio Joint Secretary.

Panaji, 20th December, 2024.

———◆◆◆———

Department of Panchayati Raj and Community Development

Directorate of Panchayats

———

Corrigendum

25/7/Dev/Vol/2022/10340

Sub.: The Deendayal Panchayat Raj Infrastructure Development (Golden Jubilee) Scheme, 2022.

Read: Notification No. 25/7/Dev/Vol/2022/ /4906 dated 11-10-2022 published in the Official Gazette, Series I No. 29 dated 20-10-2022.

In the Notification read in preamble, in Clause 24, the Budget Head shall be substituted as follows:—

"Demand No. 31

4515 — Capital outlay on other Rural Development Programme;

00 — ;

101 — Panchayati Raj;

07 — Deendayal Infrastructure Development Scheme;

53 — Major works".

All other contents of the Notification shall remain unaltered.

By order and in the name of the Governor of Goa.

Siddhi T. Halarnakar, Director of Panchayat and ex officio Joint Secretary.

Panaji, 20th December, 2024.

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Department of Personnel

———

Notification

1/20/2023-PER

In exercise of the powers conferred by the proviso to article 309 of the Constitution of India and in supersession of the existing recruitment Rules for the relevant posts specified herein below, the Governor of Goa hereby makes the following rules to regulate the recruitment to the Group 'C', Non--Gazetted, Non-Ministerial posts, in the Directorate of Technical Education, Government of Goa, namely:—

1. *Short title, application and commencement*.— (*1*) These rules may be called the Government of Goa, Directorate of Technical Education, Group 'C', Non-Gazetted, Non--Ministerial post, Recruitment Rules, 2024.

(*2*) They shall apply to the post specified in column (2) of the Schedule to these rules (hereinafter called as the "said Schedule").

(*3*) They shall come into force on the date of their publication in the Official Gazette.

2. *Number, classification and level in the pay matrix*.— The number of posts, classification of the said posts and level in the pay matrix attached thereto shall be as specified in columns (3) to (5) of the said Schedule:

Provided that the Government may vary the number of posts as specified in column (3) of the said Schedule from time to time subject to exigencies of work.

3. *Method of recruitment, age limit and other qualifications*.— The method of recruitment to the said posts, age limit, qualifications and other matters connected therewith shall be as specified in columns (6) to (14) of the said Schedule.

4. *Disqualification*.— No person who has entered into or contracted a marriage with a person having a spouse living or who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the service:

Provided that the Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

5. *Power to relax*.— Where, the Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

6. *Saving*.— Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for Scheduled Castes, Scheduled Tribes, Other Backward Classes, Ex-servicemen and other special categories of persons in accordance with the orders issued by the Government from time to time in that regard.

These rules are issued in supersession of the existing recruitment Rules notified vide following Government Notifications.—

(*i*) No. 1-41-74-Div. I (Vol. III) dated 20-10-1978, published in the Official Gazette, Series I No. 48 dated 01-03-1979 for the post of Assistant Librarian in the Engineering College;

(*ii*) No. 1/17/74-PER (Vol. III) dated 23-01-1989, published in the Official Gazette (Extraordinary), Series I No. 45 dated 09-02-1989 for the post of Assistant Librarian and Library Assistant in the Goa College of Pharmacy;

(*iii*) No. 1/5/84-PER (Pt. file II) dated 29-03-2004, published in the Official Gazette, Series I No. 3 dated 15-04-2004 for the post of Library Assistant in the Goa College of Engineering; and

(*iv*) OSD/RRVS/41/73-III dated 10-04-1974, published in the Official Gazette, Series I No. 8 dated 23-05-1974 for the post of Library Assistant in the Government Polytechnic.

By order and in the name of the Governor of Goa.

Eshant V. Sawant, Under Secretary (Personnel-I).

Porvorim, 13th December, 2024.

SCHEDULE

Serial No.	Name/ /Designation of the post	Number of posts	Classification	Level in the Pay Matrix	Whether selection post or non-selection post	Age limit for direct recruits	Educational and other qualifications required for direct recruits	Whether age & educational qualifications prescribed for the direct recruits will apply in the case of promotees	Period of probation, if any	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ /absorption and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/deputation/ /absorption, grades from which promotion/deputation/absorption is to be made	If a D.P.C. exists, what is its composition	Circumstances in which the Goa Public Service Commission is to be consulted in making recruitment
1	2	3	4	5	6	7	8	9	10	11	12	13	14
1.	Assistant Librarian.	06 (2024) (Subject to variation depending on workload).	Group 'C', Non-Gazetted, Non-Ministerial.	L-5.	Selection.	Not exceeding 45 years (Relaxable for Government servants upto five years in accordance with the instructions or orders issued by the Government from time to time).	*Essential*: (1) Bachelors Degree in Library Science from a recognized University. (2) Minimum one year experience in the relevant field. (3) Knowledge of Konkani. *Desirable*: Knowledge of Marathi.	N. A.	Two years (for direct recruits).	By promotion, failing which, by direct recruitment.	*Promotion:* Library Assistant with five years regular service in the grade.	Group 'C', D.S.C./ /D.P.C.	N.A.
2.	Library Assistant.	15 (2024) (Subject to variation dependent on workload).	Group 'C', Non-Gazetted, Non-Ministerial.	L-4.	N. A.	Not exceeding 45 years (Relaxable for Government servants upto five years in accordance with the instructions or orders issued by the Government from time to time).	*Essential*: (1) Bachelors Degree in Library Science from a recognized University. (2) Knowledge of Konkani. *Desirable*: Knowledge of Marathi.	N. A.	Two years.	By direct recruitment.	N.A.	Group 'C', D.S.C.	N.A.

Department of Social Welfare

Directorate of Social Welfare

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Notification

50-354-2002-03-HC/Part-VII/6212

Read: 1. Notification No. 50/354/2002-03-HC/ /Part-I/4247 dated 04-10-2014.

2. Notification No. 50/354/2002-03-HC/ /Part-II/106 dated 07-04-2016.

3. Notification No. 50/354/2002-03-HC/ /Part-II/7941 dated 25-03-2012.

The following amendment shall be added to the Notification read in the preamble.

By order and in the name of the Governor of Goa.

Ajit Panchwadkar, Director of Social Welfare and ex officio Addl. Secretary (SW).

Panaji, 20th December, 2024.

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1. *Short title, commencement and applicability*.— (*1*) This scheme shall be called "Dayanand Social Security Scheme (Amendment), 2024.

(*2*) This Amendment shall come into force with effect from the date of Notification in the Official Gazette.

2. In Para 3, Sub-Para (*2*) of the above referred scheme shall be replaced with following word and figures.

'*Disability*' means:— 'A person with Disability is as per the definition and categories specified in the schedule read with clause (*zc*) of section 2 of the Rights of Persons with Disabilities Act, 2016' and its further amendments, if any'.

3. In Para 5, Sub-Para (*iv*) of the above referred scheme shall be replaced with following word and figures.

"Annual family income of the applicant shall not exceed Rs. 1.50 Lakhs".

4. In Para 3, Sub-Para (*17*) of the above referred scheme word and figure "Widow means a woman below the age of 60 years and whose husband got expired" shall be replaced with following word and figures.

"Widow" means a woman whose husband got expired.

5. In Para 6, of the above referred scheme word and figure "A widow shall be eligible for financial assistance of Rs. 2500/- per month" shall be replaced with following word and figures.

i) Widow having no children shall be eligible for financial assistance of Rs. 2500/- per month.

ii) Widow having youngest child less than 21 years of age shall be eligible for financial assistance of Rs. 4000/- per month.

iii) Widow having youngest child of more than 21 years and also, widows above 60 years of age shall be eligible for financial assistance of Rs. 2500/- per month.

6. In addition to above, in Para 5 after Sub-Para (*ix*) the following word and figure shall be added.

"The widow eligible for the financial assistance under the Dayanand Social Security scheme shall not avail the benefits of Griha Aadhar scheme rolled out by the Directorate of Women and Child Development, Government of Goa".

7. In Para 5 after Sub-Para (*x*) the following word and figure shall be added.

"The capping limit set under the said scheme is of 1,40,000 Nos. of Beneficiaries, following which a waiting list shall be created in a hierarchy on first come first serve basis".

This amendment shall come into effect from the date of publication of Notification in the extraordinary Official Gazette.

By order and in the name of the Governor of Goa.

Ajit Panchwadkar, Director of Social Welfare and ex officio Addl. Secretary (SW).

Panaji, 20th December, 2024.

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